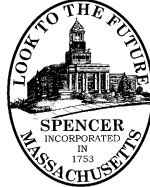


**TOWN OF SPENCER, MASSACHUSETTS**  
**OFFICE OF THE**  
**WATER DEPARTMENT**

DAVID R. O'COIN  
NORMAN C. LETENDRE, JR.  
ROBERT O. FRITZE, JR.

3 OLD MEADOW ROAD  
SPENCER, MA. 01562



SUPERINTENDENT  
STEVEN J. TYLER, P.E.

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**Minutes of Meeting held May 1, 2013**

Meeting of the Board of Water Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA. All maps, diagrams, letters and notices are on file at the Utilities and Facilities Office.

Members present: David R. O'Coin  
Norman C. Letendre, Jr.  
Robert O. Fritze, Jr.

Staff present: Steven Tyler, Superintendent  
Greg Karpowicz, Chief Water Systems Operator  
Rebecca Pedone, Jr. Clerk

Meeting was called to order at 5:15 P.M.

Read and accepted minutes for April 10, 2013

Review invoices & sign vouchers

**Water Meter Base Replacement** – Continuing with base replacement. Letters have been sent out to residents on Maple St, McDonald St and Adams St and bases have started to be replaced.

**Meadow Road Roof Replacement** - Greg to obtain quotes from roofing contractors.

**9A & 9B Cottage Street** – 9A Cottage currently has water service. 9B Cottage currently does not have any water service/connection. Ok to waive tie in fee when water service is needed at 9B. Motion by David, second by Robert, in favor Norman.

**Resident Questions – Agreements**

- 32 Maple Street – to pay amount due May 2, 2013

Close Public Meeting at 6:03

David made a motion to open Executive session at 6:05 and a roll call vote was taken: Norman, yes, Robert yes and David, yes.

Discussion to allow Water Operators to work summer hours; four 10 hour days and have Fridays off. Water Commissioners voted motion by Robert to deny request, seconded, David and in favor Norman.

Robert made a motion to move out of Executive Session at 6:12 PM and adjourn meeting. A roll call vote was taken: Robert, yes, Norman, yes, and David yes.

Re-open Public Meeting at 6:13.

**Purchase Backup SCADA Radios** – Greg to purchase 2 back up SCADA radios with 3 year warranties. One to cover Cranberry Brook Well, Meadow Road Treatment Plant, and Highland Street Booster Pump Station and the other to cover the Moose Hill Tank in the amount of \$3,079.44. Motion by David, second by Norman, in favor Robert.

**Revision of Article 19** – Ok to eliminate the Storage Building for Cranberry Well and increase Capital Efficiency plan from \$50,000.00 to \$150,000.00. Motion by Robert, Seconded Norman, in favor David.

**O’Gara Park** – Greg to repair line at O’Gara Park, no fee to Parks & Recreation except for cost of materials. Motion by David, seconded by Norman.

Public Meeting Adjourned at 7:00 PM, motion by Robert, in favor by Norman.